

**Fall 2020**  
**FRIENDS OF SANTA CLARA PARKS AND  
RECREATION DEPARTMENT  
YOUTH FINANCIAL GRANTS AVAILABLE**

**Q. Why does the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program provide financial assistance?**

A. The Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program offers resident youths financial assistance for registration fees to ensure all young people have equal access to the benefits of participating in recreation activities. The Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program continues to “Create Community through People, Parks and Programs” by focusing on its mission to:

1. Provide positive recreation experiences
2. Promote health and wellness
3. Increase cultural unity
4. Strengthen community image and sense of place
5. Foster human development

**Q. Who is eligible to receive a Youth Financial Grant?**

A. Santa Clara residents who meet eligibility requirements may apply for financial assistance to cover or offset the expense of Parks and Recreation Department program registration fees for youth, ages 17 and under.

**Q. What is the maximum benefit of the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program?**

A. Once eligibility has been determined, the benefit of the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant is valid for the Fall 2020 Recreation Programs. Eligible residents may be granted up to \$200 per individual family member (maximum of two family members), 17 years or under, each calendar year. Program resources are limited and subject to availability of funds.

**Q. What programs can a child participate in with a Friends of Santa Clara Parks and Recreation Department Youth Financial Grant?**

A. Youth and Teen Fall 2020 recreation classes and activities sponsored by the City of Santa Clara Parks and Recreation Department.

**Q. Is there anything the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant Program does not fund?**

A. The Friends of Santa Clara Parks and Recreation Department Youth Program does not fund adult or senior programming, special events, or non-City of Santa Clara sports leagues (i.e., AYSO, Pop Warner, Little League).

**Q. In order to qualify for the Friends of Santa Clara Parks and Recreation Department Youth Financial Grant, what is the application process?**

A. Applicants must:

1. Be a City of Santa Clara resident.

**and**

2. Qualify for the Free or Reduced Lunch Program through the Santa Clara Unified School District or Cupertino Union School District. If your family has been approved for the Free or Reduced Lunch Program or Latchkey Program by the Santa Clara or Cupertino School Districts, you must provide a copy of your approval letter with your registration materials.

**and**

3. Show two forms of Santa Clara resident identification at the time of application (i.e., driver's license, utility bill, check cashing card).

Completed forms must be submitted at the Community Recreation Center,  
969 Kiely Boulevard, with proof of residency for processing.

**Q. As a Friends of Santa Clara Parks and Recreation Department Youth Financial Grant participant, what additional registration information should I be aware of?**

A. Friends of Santa Clara Parks and Recreation Department Youth Financial Grant participants do not receive priority registration nor are they exempt from the Santa Clara Parks and Recreation Department refund/transfer policy. Financial Grants can only be used for registration fees required for the activity and are not redeemable for cash. Please become familiar with the registration information in the Activities Guide and follow the registration procedures accordingly. Proof of residency (in two forms of identification) is required each time a Youth Financial Grant is submitted. Remaining funds from one child cannot be transferred or applied to another child.

For additional information, call  
Santa Clara Parks and Recreation Department  
(408) 615-3140.

**City of Santa Clara  
Friends of Parks & Recreation  
Youth Financial Grant Application**

Applicant Name (Adult/Main Contact): \_\_\_\_\_

Child's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone number: \_\_\_\_\_

Clients must provide the following when requesting Youth Financial Grant:

- ☐ Proof of City of Santa Clara Residency (2 forms of ID are required).
- ☐ Proof of child's enrollment in a School District Latchkey Program or a Lunch Program.
- ☐ Filled and completed class registration form.
- ☐ Payment for fees in excess of amount covered by Youth Financial Grant.

Grants are accessible to City of Santa Clara residents whose children participate in the Free or Reduced School Lunch Program in Santa Clara Unified School District or Cupertino School District.

The Grant provides a maximum of \$200.00 per child per calendar year. A maximum of 2 children per family can receive funds each calendar year. **Funds for 2020 are available for Fall registration only.**

Program resources are limited and subject to availability of funds.

*For Office Use Only*

**Front Desk Staff**

- ☐ Check ID (two separate documents are required) for proof of residency. Must be a Resident of Santa Clara.\*
- ☐ Make a copy of proof of enrollment in SCUSD or Cupertino School District Free Lunch Program courses and attach to the registration form.
- ☐ Confirm that Grant has not already been issued in the current calendar year and remaining funds available.
- ☐ Note Account Fall Grant 2019
- ☐ Enroll child/children in requested courses.
- ☐ Enter payment for programs, minus Youth Financial Grant amount in Class.
- ☐ Record the "amount due" on the bottom of the Registration Form.
- ☐ Place Reg. form with proof of eligibility in Hayley Bendanillo's box.

Date: \_\_\_\_\_ Initial: \_\_\_\_\_

**Grant Processing Staff**

- ☐ Confirm that Grant's request does not exceed available funds by updating spreadsheets. (I:Parks/Grants/Friends of SC Parks and Recreation).
- ☐ Apply funds to client account using the "Friends" payment type.
- ☐ Confirm application of funds with client.
- ☐ Mark final payment entry on registration form and file.
- ☐ File this application form and proof of eligibility (letter from School District) in Friends of SCPRD File.
- ☐ Copy the registration confirmation.

Date: \_\_\_\_\_ Initial: \_\_\_\_\_

\*The Grandparent rule does not apply for residency. School district boundaries do not qualify for residency. Only Santa Clara residents in a Free or Reduced lunch program qualify.